



DEPARTMENT OF HUMAN SERVICES
OFFICE OF REHABILITATION SERVICES

“Helping individuals with disabilities to choose, find and keep employment”

On-the-Job-Training Program (OJT)

- OJT is an opportunity for an employer to assess the abilities and work habits of an employee.
- OJT is a financial incentive – the employer is reimbursed one-half of the wages paid to the employee during the OJT period.
 - ✓ A reimbursement schedule is developed according to the employer’s preference.
 - ✓ Employer pays up-front wages and benefits.
 - ✓ Employer submits bill for wage reimbursement.
 - ✓ Payment is received by employer within one month.
- OJT services include technical assistance and support from ORS for **at least 90 days** after completion of the OJT.
- OJT is a positive step to a successful hire at your company.
 - ✓ There is no legal obligation to maintain employment if conditions warrant.
 - ✓ There is an expectation that satisfactory work performance will lead to permanent employment.

Contact:
Monica M. Dzialo M.Ed., CRC
Office of Rehabilitation Services
40 Fountain Street
Providence, RI 02903
(401) 421-7005 ext. 410 ~ (401) 421-7016 (TTY)
Fax: (401) 222-3583
Email: monicad@ors.ri.gov

40 Fountain Street ~ Providence, RI 02903
Voice 421-7005 ~ TDD 421-7016 ~ Spanish 272-8090 ~ Fax 222-3574
www.ors.ri.gov

Revised 5/04